

**House of Representatives
Office of the Clerk
H-154, U.S. Capitol
Washington, D.C. 20515**

Amendment of Solicitation

Closed Captioning of the House Floor

PAGE 1 OF PAGE 5

1. AMENDMENT NO.

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2. EFFECTIVE DATE

June 14, 2006

3. NAME AND ADDRESS OF CONTRACTOR (Street, County, State and Zip Code):

4A. AMENDMENT OF SOLICITATION NO.
CLK06000187

4B. DATE

June 14, 2006

5. THIS ITEM AMENDS THE SOLICITATION AS DESCRIBED BELOW: (Organized by UCF section headings, including solicitation contract subject matter where feasible.)

This Amendment is issued to provide answers to questions submitted June 11, 2006 and to provide the list of attendees at the Pre-Proposal Conference held Friday, June 9, 2006.

The House will not accept further questions pertaining to the RFP. If any details of the solicitation remains unclear then consider the solicitation in its entirety, assume the most appropriate course of action, and propose accordingly. All assumptions made in this regard shall be listed and clearly explained in your proposal.

Except as provided herein, all terms and conditions of the document referenced in item 5A, as heretofore changed, remains unchanged and in full force and effect.

7. IMPORTANT: Contractor shall sign and return a copy of this amendment to the issuing office with their signed proposal.

8A. Name and Title of Signer (Type or Print)

9A. Name and Title of Signer (Type or Print)

Karen L. Haas
Office of the Clerk

8A. Contractor/Offeror (Signature of person authorized to sign)

9B. Contracting Officer (Signature)



8C. Date Issued:

9C. Date Issued:
June 14, 2006

Questions in response to RFP CLK06000187 – Closed Captioning of the House Floor

Question # 1: Page 2 of the RFP requests unit price, and total cost of the service. Is the unit cost the monthly cost, or the cost per hr. Also, does this same methodology follow for each option year?

Answer: The unit cost is to be a fixed monthly cost. The base period of the contract is for 3 years (36 months). Page 6 requests a fixed price for each month further broken out by each year of the base period as well as each month of the three one-year option periods.

Question # 2: Section B.4 (page 6 of 33) lists service and price schedule months 1 through 12, month, months 13-24, months 25 through 36. Quantity is listed as 12. Is the unit price to be noted the monthly price or the cost per hr.

Answer: All costs are to be quoted on a firm, fixed price basis per month.

Question # 3: Does page 2 of 33 where the 36 month period is listed, the method you wish costs broken down (i.e. for the total of 36 months, not 12 month period).

Answer: Please complete the pricing schedule on page 6 of the RFP with a fixed price cost for each month of the requested period.

Question # 4: For purpose of calculating the amount per annum (or 36 months) should we use 1200 hours as the expected service hours.

Answer: 1200 hours is provided only as a planning guide. You will provide full-time, gavel-to-gavel closed captioning services for each daily session of the House.

Question # 5: Does the cost per hr (assuming this is the unit price) reflect the actual captioning cost per hr as well as additional standby costs incurred by the contractor to be available to caption hours while the House is in session. Also, when invoices are submitted, would the billing rate be the rate for captioned hours, or is there an additional standby rate that is billed for.

Answer: The firm, fixed price is a blended rate and is expected to encompass all costs incurred by the Contractor – captioning, standby, etc.

Question # 6: What is the current rate charged under the current contract for captioning services, and is it a blended rate reflecting costs for captioning and standby.

Answer: The current rate is considered to be procurement sensitive and will not be made available.

Question # 7: Section L.6 (page 27 of 33) notes the legend to be used on information which we do not want disclosed. Since extensive financial information is requested, can such information be provided as an appendix using the legend noted in L.6 (1), without having to mark each sheet of data "Use or disclosure of data contained is subject to the restriction on the title page of this proposal or quotation?"

Answer: Yes

Question # 8: Page 16 of 20 G.2 (c) refers to Contract Line Item Number (CLIN) Please clarify what the CLIN is.

Answer: The CLIN is the contract line item number.

Question # 9: Is there value added or consideration given in the evaluation of the proposal for new technologies we would propose to implement and/or approaches to disseminating the information we caption under the proposal if accepted, and where would we address that in the proposal.

Answer: Consideration will be given in the evaluation for new technologies or approaches; however, the nature of these approached and their impact on price must be explained in detail – see Section M.1.

Pricing should be provided in Section III of your submission and the technical details should be fully described in Section I – Technical Approach.

Question # 10: I do not see referenced the frequency of invoicing under the contract. Is it monthly? And what is the usual turnaround time for payment after receipt of invoice?

Answer: As for the frequency of invoices, we have asked that pricing be quoted by month - a monthly fixed rate. As such, the selected vendor may invoice monthly. The current vendor is set-up for automated payment as the costs are fixed for each year.

Question # 11: What is the web site where we can access similar and duplicate Member names list and photos, Whip's notices and other pertinent information for preparation?

Answer: The RFP states in Section C.1.2 "The House will make a best effort to provide materials to the Offeror throughout the term of the contract . . ." making reference to how we will work with the Contractor selected for award of the contract. It is not our intent to provide this information in the proposal phase. With that said, there are many House websites that I'm sure you can find in the public domain that may provide you this information.

Question # 12: Bid is Firm/Fixed. Is there any provision for extraordinary circumstances requiring additional coverage (declaration of war, impeachment proceedings, etcetera)? If so, should this be included at a per hour quote?

Answer: No.

Question # 13: Is an additional RFP forthcoming regarding individual committee hearings? Should that information or alternative be included in the current response?

Answer: We are not aware of any additional RFP at this time. The Committee on House Administration (CHA) is exploring the possibility of closed captioning for individual committees and any RFP would be issued separately by the Chief Administrative Office of the House.

Question # 14: Is there any restriction or preference on place of actual provision of work, so long as it complies with the requirement to be removed from the US Capitol and ancillary offices/property?

Answer: Captioning must be performed within the United States. Methodology, location and coordination of staff, procedures, quality control, and other details of the operation plan should be concisely described and outlined in your proposal.

Question # 15: Is there any restriction or preference on nationality of persons performing the work?

Answer: No.

Question # 16: How far in advance of taking place will the real-time test covering 2 hours of hearings, be scheduled? Will the test material be live or archive material?

Answer: The material used for the live, remote transmission test will be previously recorded material of the House floor. It is our desire to put together a test that covers typical things one may experience in any given day. Priority of scheduling of tests is on a first-to-reserve basis. All test arrangements must be finalized by Friday, June 16th, 2006 at 4:00 p.m..

Question # 17: Will preference be given to proposals incorporating dual-language (English and Spanish) simultaneous captioning? Should this be incorporated as an alternate pricing option if so?

Answer: No preference will be given for incorporating dual language captioning. Dual language captioning is not requested or required.

Question # 18: Will preference be given to proposals incorporating Internet streaming of text through the House of Representatives (or other) website(s)?

Answer: No preference will be given for incorporating internet streaming test. Internet streaming is not requested or required.

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